

CO-OPERATIVE REPUBLIC OF GUYANA

ANNUAL REPORT 1982

MINISTRY OF HOUSING

SUBMITTED PURSUANT TO:  
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MINISTRY OF HOUSING  
ANNUAL REPORT - 1982

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EXECUTIVE SUMMARY

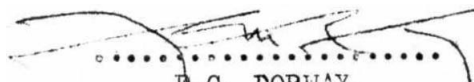
Ministry of Housing executed its task for 1982 with acute conceptual and structural handicaps. While being a part of the Labour, Housing and Public Welfare cluster, the role of the Ministry was lost and the Central Housing and Planning Authority emerged as a body incorporating most of the functions of the Ministry. This concept of the Central Housing and Planning Authority led to structural distortions creating a hybrid organisation with dual control.

The alignment of the Ministry of Housing with the Ministry of Works, highlighted the duality of the structure and the misconception of its role. The Public Service Ministry along with personnel from the Ministry of Housing analysed and examined the problem and set out the framework for the establishment of the Ministry of Works and Housing.

The Ministry worked in close liaison with the Central Housing & Planning Authority and submitted the Town and Country Planning as well as a draft Housing Policy for approval of the Authority. The adoption of these two documents must be supported by action programmes which programmes are to be effected in 1983. The tidying of procedural arrangements and cooperation with the Central Board of Health have reduced the delays in the approval of applications for constructing buildings and the sub-division of land.

The total absence of Housing capability led to the Town and County Planning unit filling the void, with the Housing Section perceived as the agency to construct housing units with public funds. This concept covered the weakness of the housing unit and consequently caused no effort to build up the capability in this sector. A critical factor in the future of the development of national housing policy and implementation is the rectification of this weakness.

While housing could be classified as a social service, the economic and political possibilities of any successful housing policy should be noted and it is hoped that with the current climate of restructuring, reorganising and redefining roles of units, due weight would be given towards making the Ministry of Housing a unit geared for national development, concerning itself primarily with the formulation of policies on housing and land use, monitoring activities supportive of those policies, and advising the Minister responsible for Housing accordingly.



.....  
R.G. DORWAY,  
Permanent Secretary.

## 2.0 MISSION STATEMENT

To formulate and execute a National Housing Policy in such a manner as is consistent with the pursuit of our socialist objectives.

- To coordinate the Housing Sector development within the context of National Development Planning.
- To maximize the use of local materials in house design, house construction and infrastructural activities of the Nation.
- To help develop a spirit of self-reliance among people by encouraging their active involvement in the building of their homes, through the Community and Regional Organisation.

### 3.0 ORGANISATION AND MANAGEMENT

The responsibility of the Ministry of Housing is that of the Vice President who is also charged with the affairs of Works and Transport.

In the discharge of his duties the Vice President delegates the responsibility of this Ministry to the Permanent Secretary who has other senior administrative and technical staff to assist in the implementation of policy decisions and other administrative duties.

During the month of May a Permanent Secretary was appointed to the Ministry. His total responsibility along with this Ministry includes that of the Ministry of Works. The Ministry of Housing was formerly a part of the Ministry of Public Welfare.

The Vice President is assisted in the execution of policy decisions by a Parliamentary Secretary who was appointed in May.

#### ORGANISATIONAL CHART

See Appendix I

#### DESCRIPTION OF THE DIVISIONS AND DEPARTMENTS

##### Administrative

This Division monitored and coordinated the activities of the other Divisions of the Ministry in an effort to ensure policy and other decisions are carried out. It also carried out other functions as listed hereunder:

- a) Management of financial resources allocated by Parliament by ensuring that monies disbursed related to services for which they were intended.
- b) The Personnel Section of the Division had to deal directly with the most valuable assets of the Ministry, the human resources. It was responsible for recruitment, development and appointment of the staff.

### 3.2.2 TOWN AND COUNTRY PLANNING

Four separate but related sections make up this Division. They are -

- a) Planning Design
- b) Survey
- c) Development Control; and
- d) Urban and Regional Planning

The Planning Design Section is headed by a Chief Engineer who is assisted by a Senior Engineer. This Section is subdivided into two parts - one dealing with design layout, the other with Land Survey.

In the Survey Section, the Chief Surveyor is assisted by a Senior Surveyor. They are concerned with the compilation and updating information and field surveys, inspecting and reporting on applications for sub-divisions of lands for development.

The Development Control Section is responsible for the processing of application for buildings and proposals for physical development in accordance with the Town and Country Planning Act and Principles, inspecting, reporting and making recommendations to the Central Housing and Planning Authority in respect to all applications and proposals for development.

Ensuring that development complies with the provisions contained in planning schemes, zoning plans.

Advising the Central Housing and Planning Authority on the formulation of guidelines and policies to control future development and to maintain a record of all applications for development.

The Urban and Regional Planning Section Studies, analyses interprets and evaluates physical, social and economic conditions in the urban and rural settlements so as to formulate options, strategies for human and physical development.

It executes sectional studies in respect to population, transportation, housing, public services and utilises with the view of preparing integrated land use plans.

Prepares local plans and action programmes for implementation in special problem areas.

Consults and advises other agencies in respect to the location and layout for development in relation to physical development plan preparation.

### 3.2.3 HOUSING DEPARTMENT

The Housing Department which comprises of three sub-Section viz:

- a) Housing Policy Planning and Research
- b) Lands and conveyancing; and
- c) Self-help and Community sections

is responsible for looking into the welfare aspect of the tenants in the Housing Estates and supervising the collection of rents for the apartments. It also carried general maintenance to the apartments in the Housing Estates/Schemes.

#### SUMMARY AND REVIEW OF CURRENT YEARS' PROGRAMME

##### GENERAL ADMINISTRATIVE DIVISION

##### FINANCE

Of the \$4.2 million which was allotted by Central Government and others \$3 million were transferred at the request of the Permanent Secretary and with the approval of the State Planning Commission to complete on-going housing programmes and pay for administrative staff support as detailed at Appendix . Net new resources from the Housing Fund in 1982 were therefore \$1.2 million.

Utilising funds accruing from the Housing Fund a total of \$4.5 was expended during the year, including \$3 CM for projects, for overhead payments \$226,000 and administrative expenses and other charges \$1.3 million.

##### Project and Administrative Expenditure

Project expenditure in 1982 totalled \$3.1M resulting in an implementation ratio of expenditure to approved budgets of 56.4%. In absolute and percentage terms, figures were lower than the comparable 1981 figures.

The 1982 results were affected by the unavailability of funds at the required level. It is hoped that the level of project allocation would be in keeping with housing provision demand and activities in 1983.

Housing administrative expenditure both for Administrative policy and Project Implementation staff continued at a manageable proportion.

### Project executed by other Agency

Although the majority of housing projects continued to be executed by Central Government funding a number of other projects were executed by funds for other agencies in the sum of \$500,000.

### Internal organisation and staff

A partial re-organisation of the Ministry's external financial structure took place in June 1982 when the Ministry was removed from under the umbrella of one Ministry to another. In order to improve the effectiveness and efficiency of the Ministry's Housing policy programme planning and project appraisal functions, some of these functions, which were mainly administrative and housed in the Ministry of Labour's financial structure were transferred to the Ministry of Works and Housing where they are now combined as one, in the Ministry's internal financial structure.

### SUMMARY AND REVIEW

The year proved challenging to the staff because of extra work-load undertaken in terms of the Ministerial staff accounts which were previously handled by the Ministry of Labour. The accounting procedure and systems presented no great problem since four (4) officers who had been connected with the Ministry of Labour were able to give guidance and assistance to the other staff.

Vouchers processed for Administrative Policy Division for 1982 totalled 335.

<u>Housing Fund</u>	10,069 payments
<u>C.H. &amp; P. Ac.</u>	157 Journal
	2,579 Receipts

The above figures represent 94% of the planned target for 1982.

### PERSONNEL

The Division performed fairly for the year in the face of a major constraint in the form of an organisational dichotomy which presented considerable stress for employees and was a major setback in the achievement of set targets.

The Staff at the beginning of 1982 was 348 and by 83-03-31 it had dwindled to 100 as a result of the restructuring of the Public Service. Unfortunately, the restructuring process did not address its mind fully to the capability aspect of the Ministry with the result that there was little directional thinking left to support the Ministry in the achievement of organisational goals.



To add to an already untenable situation, the Ministry was integrated with the Ministry of Works and a Permanent Secretary was named to head both Ministries. Based on discussions with the Public Service Ministry, it was agreed that a re-organisation exercise should be attempted with a view to clarifying -

- 1) Whether or not a Ministry of Housing should be established.
- 2) Whether the Central Housing and Planning Authority should ~~undertake~~ national housing policy functions in terms of the Housing Act.
- 3) Whether there was capability in the Ministry to effect organisational goals.

This organisational analysis occupied the latter half of 1982 and resulted in the Ministry being seen as vital and established accordingly.

#### Recruitment, Selection and Placement

The organisational analysis was carried on with a policy retaining as many members of staff as were vital to the Ministry's operations. Unfortunately, it was apparent that much training was necessary in the areas of housing, finance, personnel, estate management, maintenance, administration, economics, general management, if the Ministry of Housing was to be successful in achieving its goals.

Because of the reorganisation being carried out, existing vacancies could not be filled. This caused some discomfort amongst those members of staff who were qualified for certain higher appointments, but this temporary discomfort was a necessary by-product of throes of reorganisation. It was agreed that every effort should be made to have those vacancies filled at the earliest possible opportunity in 1983.

A minimum of staff resigned, creating very little upheaval in performance level.

#### Manpower Development and Staff Training

Very little was done in this area, again due to restructuring, the loss of key personnel and the organisational analysis carried out.

Late in the year, four officers attended the Workers' Participation in Management 5 day programme at the Workers' Education Unit, Ministry of Higher Education and two officers attended the Basic Supervisory Officers Training Course at the Public Service Ministry Training Centre.

~~Effective supervision or the lack of it has~~ been noted failing in the Ministry ~~there~~ was no in-house training programme, because of the lack of any plan for this activity.

#### Industrial Relations

During the period of the restructuring of the Public Service January to March 1982, the two recognised Trade Union - Guyana Public Service Union and Guyana Amalgamated Transport and General Workers' Union met regularly with Management to bargain for their employees interest. Both Unions, each raised one solitary grievance during the period July to December 1982. The Statutory monthly meetings dissipated completely and served to widen the communication platform between Management and employees.

#### Recreation and Welfare

The junior members of staff played indoor games and cricket and this resulted in a measure of cohesiveness at the junior level. The Ministry's teams placed second and third in the Public Service Dominoes Championship in November 1982. Unfortunately, recreation facilities are not yet as a means of achieving staff cohesiveness and as a means of "winning friends and influencing people".

#### Wage and Salary Administration

There was no salary revision within the Public Service for 1982 and therefore the Ministry's staff received no increases. However, outstanding salary issues were settled affording some relief to those persons who merited extra remuneration.

#### REMARKS

There is a lot of preliminary ground work to be covered in terms of the personnel management function within the Ministry.

The Personnel Unit was ill-equipped in terms of trained and experienced personnel and had to devote a lot of its time to "fighting fires" rather than researching and establishing policy guidelines and a framework for the guidance of Divisions.

It is a necessary pre-requisite that the personnel staff be given the level of training required for the effective performance of the personnel management functions.

## TOWN AND COUNTRY PLANNING DEPARTMENT

### PLANNING DESIGN SECTION

The Section had programmed eight (8) design layouts including the regularising of two (2) squatting areas to be completed by the end of this period. However, eight (8) design layout plans for new areas and plans regularising four (4) squatting areas have been completed. This means that the Section did four (4) designs or 50% more than expected.

Only one of three Land Use surveys of Local Authority areas was completed. This was due to the urgent need to complete three site and occupation surveys at Nootenzuil, Craig Milne and Hope areas and also the four designs mentioned in the preceding paragraph. This Section also embarked upon a Liquor Establishment Survey - the results of which would determine the number of new liquor establishments to be permitted in each Village District. This survey commenced in October and by the end of December ten (10) Village Districts and five (5) wards were completed.

Research on Leonora and updating the filing system were both completed as planned.

Other current matters requiring immediate attention were also completed as requested. These included plans showing commercial zones in North and South Ruimveldt, cinema site in North Ruimveldt, proposed building lines in Plantation Cummings Lodge, maps showing neighbouring centres along the sea coast and several surveys which this Section assisted the Survey Section in executing.

### SUMMARY

Work undertaken and completed in the Planning Design Section - Jan. 1982 - December, 1982.

#### Design Layout Plans.

- i) North East LaPenitence
- ii) Veiçenoegen
- iii) Cummings Lodge
- iv) Goed Fortuin
- v) Vriesland
- vi) Hosororo
- vii) Mabaruma
- viii) Diplomatic Enclave (Turkeyen)

- ix) Proposed building lines Plantation  
Cummings Lodge
- x) Block 25 Plantation Enmore
- xi) Section "C" Carriverton (sketches)
- xii) Goed Fortuin (amendment).

#### Land Use Surveys

- i) Leonora/Stewartville
- ii) Site and occupation Nootenzuil, Craig Milne,  
Hope (West, Williamsburg)
- iii) Liquor Establishment surveys

#### Other Work

- i) Research on Leonora
- ii) Updating filing system
- iii) Rendering maps showing existing zones in  
Georgetown
- iv) Port Mourant drainage plan

#### Design Layouts for New Housing Development

- i) Henrietta/Richmond

#### Other Current matters requiring immediate attention

- i) Commercial zones North and South Ruimveldt
- ii) Cinema site North Ruimveldt
- iii) Map showing neighbourhood centres along the  
sea coast
- iv) Rendered maps showing lots reserved for the  
housing of three groups in East LaPenitence.

#### SURVEY SECTION

The Survey Section achieved its work programme as far as compiled plans were concerned. Two ownership maps or 50% in excess of the target were also done.

#### FIELD SURVEYS

Six (6) of the eight surveys mentioned in the work programme were completed. LaPenitence and Plot 'C' South Ruimveldt were put aside in preference to other urgently required work. Three field surveys which were not programmed for were done. This means that one or 12% in excess of the target was achieved.

Ninety-two (92) sub-division reports were submitted to Central Housing and Planning Authority.

A drainage plan for Plantation Ankerville and Haswell Corentyne was done. This Section also assisted in the identification, inspection and evaluating of various parcels of land offered to the Ministry of Housing by GUYSUCO for Housing Development.

### SUMMARY

Work undertaken and completed in the Planning Design Section - January, 1982 to December, 1982.

#### SURVEY SECTION

##### Compiling and updating plans

- i) Rosehall Town
- ii) Whim/Bloomfield
- ~~iii)~~ iii) Hogstye/Lancaster
- iv) Prepare ownership maps of Lands from Cummings Lodge to Anandale on the East Coast Demerara and from Eccles to Golden Grove on the East Bank Demerara.
- v) Bushlot/Adventure
- vi) Drainage plan for Ankerville and Haswell Corentyne Coast

##### Field Surveys

- i) Redefining boundaries at Ruinveldt, Meadow Brook Gardens, Field 13 South Ruinveldt and Grove, East Bank Demerara.
- ii) Cadastral survey at Meadow Brook Gardens and LaPenitence
- iii) Cadastral survey at Better Hope South
- iv) Collected information with reference to ownership of Lots at Plantation Nootenzuil, Craig Milne and Hope West and prepare schedule of ownership.
- v) Site and occupation survey of W $\frac{1}{2}$  of Melanie Damishana, Endeavour, Leguan, Pln. Williamsburg, Corentyne.
- vi) Occupation survey of Enterprise West, portion of Pln. Hubu.

Assisted in identifying, inspecting and evaluating lands offered to the Ministry of Housing by GUYSUCO for Housing Development Research, field inspection and inspecting Land sub-divisions for reporting to the Central Housing and Planning Authority.

#### DEVELOPMENT CONTROL SECTION

The target set by this Section for the period January to December 1982, was 3,000 applications for processing. The amount received, however, was 2,326, and of this amount, 2,205 or 87% were processed.

The failure to process all applications received was due to three main factors:

- 1) A severe cut down in the mileage allowed to each officer per month.
- 2) The absence of two members of staff - one was transferred to another department and the other was on vacation leave.
- 3) Building applications which involved liquor establishments were held in abeyance **pending** the result of the report on liquor establishments.

The amount of applications received was far less than expected probably because of the economic situation of the country which influenced the importation of cement, an important ingredient in the building industry.

This Section would continue to fall below expectation in the achievement of targets if mileage ceilings are not revised in the near future.

SUMMARY

APPLICATIONS  
PROJECTION FOR 1982

<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPTEMBER</u>	<u>OCTOBER</u>	<u>NOVEMBER</u>	<u>DECEMBER</u>	<u>TOTAL</u>
220	240	250	250	230	2	270	270	300	350	170	190	3,000
					<u>NUMBER</u>		<u>RECEIVED FOR 1982</u>					
214	240	303	162	237	234	227	203	167	184	69	86	2,326
					<u>NUMBER OF APPLICATIONS</u>		<u>REPORTED FOR 1982</u>					
212	196	264	120	231	209	105	200	181	166	268	53	2,205

URBAN AND REGIONAL PLANNING SECTION  
URBAN PLANNING  
GEORGETOWN PLANNING STUDY

Between January 1982 and December 1982 the following activities were undertaken and completed in accordance with the work programme and targets:

- 1) Formulation of goals and objectives.
- 2) Establishment of future role and functions of Georgetown Planning area.
- 3) Alternative long-term physical development strategies.
- 4) Evaluation and choosing a desirable strategy.
- 5) Future projections and estimates of needs.
- 6) Physical development plan.
- 7) Phasing of the plan.

These areas as well as those sections previously completed have now been bound in four (4) volumes and are now awaiting the necessary approvals before circulation.

The follow-up action listed below are now required for the remaining stages of this study which will inevitably extend into 1983:

- 1) Preparation of Action Programmes.
- 2) Preparation of Zoning Plans and Implementation guidelines.
- 3) Production of Documents.

These will provide the following:

- 1) Provide the real base for effective planning and building control.
- 2) Form part of negotiating package for foreign aid/assistance. (The principle of short-term consultancies is known to be favoured both by national authorities as well as the U.N., and these could be taken up almost immediately).
- 3) Identification of appropriate programmes and projects for almost immediate implementation and association with possible donors through Ministry of Economic Planning and Finance.
- 4) Costing of identified projects.



## REGIONAL PLANNING

### REGION 6 - EAST BERBICE

#### CORENTYNE REGIONAL PLANNING STUDY

The East Berbice-Corentyne (Part of Region 6) Regional Study commenced on September 1, 1982. The following preliminary work was completed by September 30, 1982:

- 1) Work programme.
- 2) Base maps to scale 1:100,000.
- 3) Base map to scale 1:25,000 for detailed sub-regional studies.

During the quarter, the following tasks were completed:

#### a) MAPPING

- Preparation of a series of base maps to the scale 1:100,000 and 1:25,000.
- Preparation of soil classification map  
Preparation of land tenure map
- Preparation of map indicating agricultural development project areas within the region
- Preparation of generalised land use map
- Preparation of map indicating settlement pattern  
Preparation of map indicating distribution of population and socio-economic facilities.

#### b) THE PHYSICAL ASPECTS:

of the study area is completed in first draft and is now being typed.

#### c) A one-week field survey was undertaken from 82-12-13 to 82-12-17 during which the following activities were carried out:

- A familiarization visit of the four sub-region to be planned for by members of the team.
- formal introduction of team members to members of the Regional Council - Region 6.  
commencement of study of sub-region one. Discussions were held with representatives of the police, postal and health services in the sub-region.

- discussions were also held with Agricultural Officers and members of the Harambee Coop. Society in connection with projects planned for the sub-region.

#### IN PROGRESS

- Mapping of catchment areas of health, police and postal services in sub-region one.
- Data collection in respect to all aspects of the study, with the exception of the regional economy aspect, continues.

During the period under review, the Project was confronted by a number of hurdles. The Project was plagued by transportation problems. An Economist to undertake the economic aspect of the study was not, and has not so far been recruited. Cde Atma Ram, Senior Planning Assistant, resigned with effect from 82-11-27.

#### HOUSING DEPARTMENT

##### Housing Policy Planning & Research Section

No serious housing policy and housing planning was being done in the Housing Department over the years. However, the proposed restructuring of the Ministry at the beginning of 1982 provided for the establishment of a Housing Policy Planning and Research Section.

The Section was to be staffed with ●

1 - Chief Housing Policy Planning and Research Officer

1 - Social Planner

1 - Economist

1 - Sociologist

3 - Research Assistants

supported by a Building Technologist and a Planning Technician.

Based on this staffing level, the Section was **expected** to:

- 1) Make inputs into the Georgetown Planning Study conducted by the Town and Country Planning Department. The main areas of concentration being 'Housing and Related Services' and 'Slums and Dilapidated Areas'.

- 2) To undertake the review and development of the Draft National Housing Policy prepared with U.N.D.P's assistance by the Town and Country Planning Department.
- 3) To develop and implement a clear housing planning process.
- 4) To assist on the East Berbice Preliminary Study in the field of housing.

These tasks were not accomplished by the Section as no appointments were made except for the identification of the Chief Housing Policy Planning and Research Officer to function from September 1, 1982.

Following that one report which reviewed the state of play in the Housing Department and made recommendations for institution building entitled 'DIRECTIONS FOR THE HOUSING DEPARTMENT' was prepared. Also a prototype work programme for land development and house construction was developed.

#### Lands and Conveyancing Section

This Section which is responsible for conducting all conveyancing agreements, whether of sale or purchase or otherwise, leases, transports and mortgages for all Government Housing Estates which are owned and controlled by the Ministry of Housing has, during the reporting period executed approximately 590 transports and 300 mortgages.

Deposited at the Deeds Registry in Georgetown and New Amsterdam all plans and related documents in connection with passing of titles.

Because of the inadequacy of the existing data collection and retrieval systems, some time was spent attempting to rectify the situation. The general work entailed the preparation of lists of allocation of properties for the Valuation Division.

Registering and rationalising properties for rates and taxes.

Administering fire insurance policies with respect to Government Housing Estates.

The Section worked on the acquisition of lands for public purposes with respect to four (4) parcels in Roxanne Burnham Gardens; five (5) parcels in North Ruinveldt; two (2) lots in East Ruinveldt; and one (1) lot in West Ruinveldt; one (1) lot in East LaPenitence; one (1) lot at Lancaster, E.C. Denerara; Plot H Plan Bel Air; Seven (7) lots east of Lodge in Georgetown and nineteen (19) lots in part of Plan LeRepentir known as Meadow Brook Gardens.

### Self-Help and Community Section

This Section is responsible for the development and promotion of self-help and Community Housing Projects. It is also engaged in the management and implementation of such projects. Generally, it monitors self-help groups and projects.

The other side to this Section's operations is the allocation and management of public sector housing.

The Section during the reporting year received and processed approximately 450 applications. These fall into four (4) broad categories:

- a) Applications for rental apartments.
- b) Applications for self-help housing.
- c) Applications for Rental Purchase; and
- d) Applications for house lots for private house construction.

During this year, two (2) self-help/community housing projects involving 80 housing units were started while we were not able to complete any such projects during the year.

The Section collected thirty-five thousand dollars (\$35,000.00) or eighteen percent (18%) of rents collectable plus a portion of arrears.

It handled about 3,100 reports for repairs and other services and communicated to the Project Implementation Unit which corrected approx. sixty percent (60%) of the reported defects.

The general welfare aspect of housing was handled in the usual way with the Section paying twelve (12) visits per month to homes.

### Land Development and House Construction

Land development works were carried out at Melanie, North on the E.C. Denerara; East LaPenitence behind Guyhoc Park; Plot BB East La Penitence and Field 13 Ruinveldt. In addition, the Section executed development works for Sugar Industry Labour Welfare Fund at Grove on the E.B. Denerara.

The projects are at various stages of completion with Melanie North being 60% completed. East LaPenitence was started in mid November and only bulldozing, levelling and clearing of the 36 acres was accomplished. Plot BB East LaPenitence is 85% completed while Field 13 Ruinveldt is 98% completed. The contracted work for Sugar Industry Labour Welfare Fund at Grove on the E.B. Denerara is 95% completed.

The following table shows a detailed breakdown of the land development activities:

No.	Project/Location	Acres	Roads in Feet	Concrete drains in Feet	Lots
1	Melanie (North) E.C.D.	47	1,200	Nil	152
2	East LaPenitence behind Guyhoc Park	36		-	143
3	Plot BB East LaPenitence	5	580		4
4	Field 13 Ruinveldt	74	1,475	2,400	
5	Grove, E.B.D. (S.I.L.W.F.)	10	850	800	34
	<b>TOTAL</b>	<b>100.9</b>	<b>4,105</b>	<b>3,200</b>	

House construction activity for 1982 continued on many sites.

The following is a breakdown of the works:

1. Field 13 Ruinveldt

- a) Eight apartments (Clay Brick) 70% complete.
- b) Four apartments (Clay Brick and wood) 70% complete.
- c) Two apartments semi-detached 40% complete.
- d) Two apartments semi-detached 20% complete.

2. Laing Avenue

- a) Five apartments (Clay brick and timber) 96% complete.

3. New Amsterdam

- a) Nine houses in Mayor and Town Council Scheme painted.
- b) Eight houses in Errol's Ville painted.

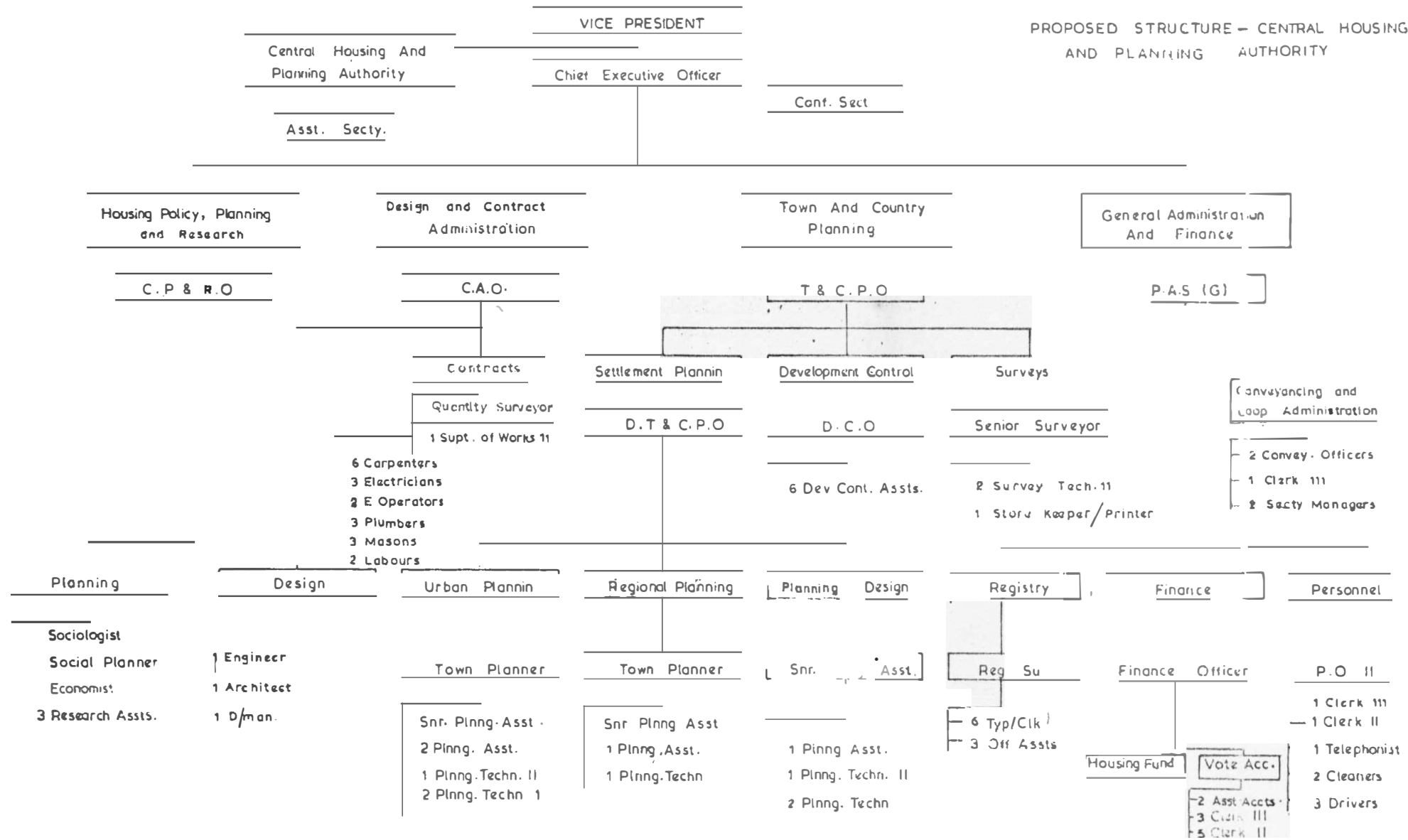
4. Plantation Hope

In the on going self help scheme one (1) house is completed apart from painting while five (5) others are at varying stages of construction.

5. Guyhoc Park

One house under construction.

PROPOSED STRUCTURE - CENTRAL HOUSING AND PLANNING AUTHORITY



APPENDIX II

Staffing			Sub-Head No.	Code - No.	Head 41 - Ministry of Housing Appropriation Employment Costs	1982 Revised Estimates	1982 Approved Estimates
1981	1982	1983					
					Wages & Salaries	<u>633,000</u>	<u>633,000</u>
<u>17</u>	<u>8</u>	<u>9</u>		0055,121	Administrative	<u>83,000</u>	<u>83,000</u>
1	1	1			Head of Establishment	10	10
6	4	2			Senior Policy and General Administrative staff	59,450	59,450
3	1	3 <sup>a</sup>			Senior Financial Administration, Accounts & Auditing staff	10,830	10,830
1	1	1			Senior Personnel Administrative staff	7,270	7,270
3	1	2 <sup>a</sup>			Registry and Library Supervisory staff	5,440	5,440
		10		0055,122	Senior Technical	<u>110,000</u>	<u>110,000</u>
9	1	1			Architects	10,840	10,840
	4	2			Town Planners	42,250	42,250
9	1	1			Surveyors	9,220	9,220
		1			Quantity Surveyor		
	1	1			Economist & Econometrician	9,500	9,500
	1	1			Sociologist	9,540	9,540
	1	1			Economic and Social Planning Officer	9,000	9,000
2	2	2			Other Senior Technical Staff	10,750	10,750
67	50	43		0055,124	Other Technical and Craft Skilled	<u>300,000</u>	<u>300,000</u>
		4			Surveyors and Quantities Technicians	12,000	12,000
					Other Skilled Staff	143,300	143,300



APPENDIX II (CONT'D)

Staffing			Sub-head No.	Code No.	Head 41 - Ministry of Housing	1982 Revised Estimates	1982 Actual Estimates
1981	1982	1983					
<b>OTHER CHARGES</b>							
Materials, Equipment & Supplies						50,000	50,000
302 Field Materials & Supplies						30,000	30,000
303 Fuel and Lubricants						30,000	30,000
304 Office Materials & Supplies						15,000	15,000
305 Print & Non Print Materials						2,000	2,000
Rental & Maintenance of Facilities						250,000	250,000
403 Maintenance of Facilities						250,000	250,000
Services Purchased						35,000	35,000
501 Printing and Duplicating						3,000	3,000
503 Electricity Charges						30,000	30,000
504 Equipment, Rental & Maintenance						2,000	2,000
Transport & Communication						81,000	81,000
601 Local Travel & Subsistence						30,000	30,000
603 Postage, Telex and Cablegrams						1,000	1,000
604 Telephone Charge						30,000	30,000
605 Vehicle spares and maintenance						20,000	20,000
Other supporting expenses						352,000	352,000
705 Entertainment and Meals						2,000	2,000
708 Rates and Taxes						350,000	350,000
TOTAL HEAD 41 - \$2,802,470							

APPENDIX II (CONT'D)

1981	Staffing		Sub-Head No.	Code No.	Head 41 - Ministry of Housing	1982 Revised Estimates	1982 Actual Estimates
	1982	1983					
43	20	23	125	0055,125	Clerical and Office Support	<u>100,000</u>	100,000
	1	1			Confidential Secretary	4,800	4,800
	3	3			Clerk III	17,800	17,800
	4	5			Clerk II	20,000	20,000
	4	6			Typist Clerks	18,000	18,000
		1			Telephonist	49,000	49,000
	3	3			Office Assistants	13,800	13,800
	4	4			Other Clerical and Office Support	20,700	20,700
		5		0055,126	Semi-skilled operators	40,000	40,000
	3	3			Boathands and Drivers etc.	14,300	14,300
	2	2			Labourers and other unskilled staff	12,228	12,280
			141	0055,141	Other Direct Labour Cost	75,900	75,900
					Acting Allowance	10,000	10,000
					Duty & Responsibility	26,000	26,000
					Overtime	39,900	39,900
			142		Incentive	100	100
			161		Benefits and Allowance	<u>201,000</u>	<u>201,000</u>
					Travel Allowances	120,000	120,000
					Uniform and Safety gears	1,000	1,000
					Entertainment Allowance		
					NIS	80,000	80,000
					TOTAL EMPLOYMENT COSTS	910,000	910,000

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PROJECT OR ACTIVITY	PROJECT LIFE YEARS	NEW	TYPE		FINANCING				STATUS  ESTIMATED % PROJECT COM- PLETE	REMARKS
			PENDING	COMPLETED	TOTAL BUD- GETTED FOR THE PROJECT	TOTAL DIS- BURSED TO DATE	TOTAL RE- QUESTED IN CUR- RENT YEAR	ACTUAL DIS- BURSED IN CURRENT YEAR		
Melanie 'N' Cummings Lodge	3 6 months	- ✓	Ongoing	-	1,047,000.00	680,550	209,500	150,000	68%	
Plot bb	2 yrs.	-	✓	-	104,000.00	52,000	54,080	25,000	52%	
E/L Guyhoc	12 months	✓	-	-	312,500.00	25,000	31,250	25,000	10%	
Wisrock, Ituni & Kwakwani	5 yrs.	-	✓	-	5,000,000.00	1,150,000	700,000	700,000	4%	
Urban & Regional Planning	6 yrs.			✓	4,200,000.00	4,170,000	150,000	120,000	100%	
Leing Avenue	2½		✓		480,000	375,000	115,000	65,000	99%	
Field 13	2¾		✓		775,000	400,000	300,000	275,000	72%	
Melanie	3		✓		2,147,000	1,147,000	200,000	140,000	50%	
Pln. Hope	1½	✓			220,000	40,000	45,000	40,000	30%	